

Build a Report

Notice how headings and sources organize a short report.

4.21.D “create written and visual material such as journal entries, reports, graphic organizers, outlines, and bibliographies; and”

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB Underline each bold heading and number the two source entries 1 and 2. These parts help readers locate information and check where facts came from.

Bison Report Model

- ① **Food and Habitat** American bison eat mostly grasses and sedges. They use their wide muzzles to graze across prairies. A bison may also eat leaves or woody plants when grass is hard to find. Bison need water and open space. Herds once traveled through much of North America in large groups as they followed seasons and food.
- ② **History and Protection** In the 1800s, hunting caused bison numbers to fall sharply. By the late 1800s, only a few hundred bison remained in the wild. People at places such as Yellowstone National Park helped protect herds. Today, bison live in parks, refuges, and on tribal lands. Protection helps keep this important prairie animal from disappearing again.
- ③ **Sources** The National Park Service page *Bison* explains how bison live in Yellowstone National Park. The Smithsonian’s National Zoo and Conservation Biology Institute page *American Bison* gives facts about bison food and body features. These source entries name the organization and page title. They let readers find and check the information used in the report.

2

ANSWER WITH EVIDENCE

Use the passage

1

List the three bold headings in the order they appear.

2

Which heading would help a reader find information about what bison eat? Copy one detail from that section.

3

What two kinds of information does each source entry name before its short explanation?

4

Why did the writer include the Sources section?

3

YOUR TURN

Your own words

Create an outline for a short report about a Texas place, person, or natural feature. Add a title, two headings with two details each, and one source you would use.

REPORT PART	YOUR PLAN

PART 1 • READ AND MARK

Underline each bold heading and number the two source entries 1 and 2. These parts help readers locate information and check where facts came from. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	List the three bold headings in the order they appear.	Food and Habitat; History and Protection; Sources.
2	Which heading would help a reader find information about what bison eat? Copy one detail from that section.	Food and Habitat. Sample detail: American bison eat mostly grasses and sedges.
3	What two kinds of information does each source entry name before its short explanation?	The organization name and the page title.
4	Why did the writer include the Sources section?	It lets readers find and check the information used in the report.

PART 3 • YOUR TURN (SAMPLE ANSWER)

REPORT PART	YOUR PLAN
Title	Big Bend National Park
Location	It is in West Texas. The Rio Grande forms its southern boundary.
Land and Animals	The park has desert, mountains, and river areas. Many animals live in these habitats.
Source	National Park Service, "Big Bend National Park."

Accept equivalent wording for the questions when it matches the report's organization and source information. For the outline, accept any accurate Texas topic with a title, two useful headings, two details under each heading, and a reasonable source.